

SPAWARINST 1001.4A  
SPAWAR 09R  
5 July 1991

SPAWAR INSTRUCTION 1001.4A

From: Commander, Space and Naval Warfare Systems Command

Subj: RAPID INDUSTRIAL MOBILIZATION RESPONSE PROGRAM (RIMRP)

Ref: (a) OPNAVINST 4800.13  
(b) COMNAVRESFOR Ltr 1500 Ser 312EWS/1093 of 17 Jul 86  
(c) SPAWARINST 1001.2C  
(d) SECNAVINST 5370. 2J  
(e) Federal Acquisition Regulation, Section 3.104

Encl: (1) Mobilization SPAWAR RIMRP Organization  
(2) Premobilization SPAWAR RIMRP Organization  
(3) Critical Vendor Base Listing  
(4) Statement Concerning Avoiding Conflicts of Interest and Nondisclosure of Nonpublic Information

1. Purpose. To provide management and policy guidance and structure for training and mobilization of selected reservists assigned to the SPAWAR Rapid Industrial Mobilization Response Program (RIMRP).

2. Cancellation. SPAWARINST 1001.4 is cancelled

3. Background

a. In accordance with references (a) and (b), RIMRP is designed to provide designated SPAWAR Program Directorates with trained officer personnel who are fully mobilization qualified both as individual billet incumbents and as members of functional RIMRP Teams. These officers will support the timely accomplishment of the greatly expanded workload associated with the SPAWAR mission to support the fleet during contingencies or national emergencies. Upon mobilization, the SPAWAR INDUSMOB Unit members will represent SPAWAR as field officers (Industrial Liaison Officers) to industry to expedite the expansion of manufacturing capacity to meet the requirement for procurement of designated critical systems and equipment. Reference (c) describes RIMRP within the context of the overall SPAWAR Selected Reserves (SELRES) program structure.

b. In order to properly execute RIMRP, the need exists to establish and maintain a Critical Vendor Base (CVB) within SPAWAR. This CVB will identify those suppliers that are

SPAWARINST 1001.4A

5 July 1991

considered essential for SPAWAR to fulfill its mission during contingencies or national emergencies. As a part of their RIMRP responsibilities, the SPAWAR INDUSMOB Units will establish and maintain the CVB for SPAWAR.

c. SPAWAR INDUSMOB HQ Unit 601 will be responsible for the issuing of an Operations Manual which will provide the details of the management and operation of RIMRP. This manual will define the concept of operations for the INDUSMOB Units during premobilization and mobilization.

4. Mobilization Organization and Requirements. Enclosure (1) provides the premobilization and mobilization SPAWAR RIMRP organization. Specific requirements are identified below:

a. Gaining Command. Immediately upon mobilization, the SPAWAR RIMRP Office (SPAWAR 09R-R) composed of three senior SELRES officers (Director RIMRP, Chief Engineering Officer and RIMRP Administrative Officer) shall be activated within the command. The RIMRP Office shall have the responsibility for mobilization and industrial support of the SPAWAR INDUSMOB Units.

b. RIMRP Teams Upon recall/mobilization, the SPAWAR INDUSMOB Units shall be consolidated into five RIMRP Teams, each consisting of Chief Engineer (who will also serve as the Officer-in-Charge), and five to eight Industrial Liaison Officers (ILOs). RIMRP Team members shall then be assigned to serve as in plant representatives for SPAWAR at the plant sites of CVB suppliers. In this capacity, they will provide technical expertise for the identification and resolution of production and quality problems which arise in the post mobilization industrial expansion.

c. Industrial Liaison Officers. On mobilization, ILOs will be ordered to preassigned SPAWAR CVB vendors. At these vendors, ILOs will provide technical expertise for the identification and resolution of problems to expedite production of quality equipment required for rapid industrial mobilization. The ILOs will act as the designated on-site representative of SPAWAR and the PD/PMW assigned the responsibility over that vendor and his product, with the same authority and responsibilities associated with that position. SPAWAR ILOs shall also provide technical liaison between:

(1) SPAWAR program office project engineers and the Contracting Officers Technical Representatives (COTRs);

(2) The Industrial Mobilization Team to which they are assigned;

(3) Contractor and supplier management;

- (4) Procurement Contracting Officer (PCO);
- (5) Administrative Contracting Officer (ACO);
- (6) Defense Contract Administration Service (DCAS);
- (7) Defense Procurement Officer (DPRO).

5. Premobilization Requirements. Enclosure (2) summarizes the premobilization RIMRP organization. Mobilization readiness training will primarily involve the coordination and conduct of visits to critical SPAWAR suppliers to familiarize contractor personnel with the Navy Total Quality Leadership (TQL) message. The purpose of these visits is to impress upon CVB contractors the critical importance of quality in their products and processes to maintain the Navy's war fighting capabilities. These plant visits shall be utilized to collect industrial mobilization data, provide ongoing training in the RIMRP function, support the DOD Production Base Analysis Program, and in support of SPAWAR Industrial Preparedness Planning (IPP). The Reserve Mutual Support Program will be implemented through interaction with and support of the SPAWAR PDs on either a team or individual basis.

a. Contractor Motivation Program. The Navy TQL message will be presented to critical SPAWAR suppliers to maintain and improve the quality of the components and equipment they produce for the Navy, and the processes used in that production.

b. Industrial Mobilization Data. SPAWAR INDUSMOB Units will systematically collect, collate and maintain industrial mobilization data (which includes information on the current production capacity as well as the mobilization capacity) of assigned contractors from the CVB. Industrial mobilization data collected by SPAWAR INDUSMOB Units will be forwarded to SPAWAR 003-12 for review and inclusion in the Industrial Preparedness Planning List (IPPL) database, and the Production Base Analysis files.

c. RIMRP Training. RIMRP Training will be conducted in preparation for mobilization assignments to the RIMRP Office (gaining command) and as Industrial Liaison Officers.

d. SPAWAR Industrial Preparedness Planning (IPP). Support of the IPP will be implemented by research, training and visiting SPAWAR CVB contractor industrial facilities to develop in depth familiarity with the critical industrial base supplying the command. These visits will also be used- to perform data collection to expand and maintain the SPAWAR mobilization planning data base. This data base provides information on the contractor's ability to meet production requirements during surge associated with war or other national emergencies. Industrial mobilization data collected by SPAWAR INDUSMOB Units will be forwarded to

SPAWARINST 1001.4A  
5 July 1991

SPAWAR 003-12 for review and possible inclusion in the Industrial Preparedness Planning List (IPPL) data base.

e. Reserve Mutual Support Program. Throughout the conduct of the Contractor Motivation Program, Industrial Mobilization Data collection, and maintenance of the mobilization planning data base, SPAWAR INDUSMOB Unit officers will formalize and strengthen relationships and interaction with SPAWAR PDs on either a team or individual basis. Emphasis shall be placed on close interaction with program offices which direct development and production efforts at SPAWAR CVB contractor's facilities assigned to the RIMRP Team. This shall include performing special projects and annual training (AT) and active duty training (ADT) associated with specific SPAWAR PD/PMW programs which are expected to require headquarters liaison at industrial field sites in time of mobilization.

6. Premobilizaion Organization. Enclosure (2) provides the premobilization SPAWAR RIMRP Organization. Each Unit with the exception of the Washington, DC Unit shall be composed of six to nine SELRES officers with one officer serving as the Chief Engineer and Commanding Officer of the Unit, and the remaining five to eight officers providing two to four, two-person RIMRP Teams. The Washington, DC Headquarters Unit shall be comprised of twelve officers with the additional three officers serving as the RIMRP Director for SPAWAR and Commanding Officer, the RIMRP Chief Engineer, and the RIMRP Administrative Officer.

a. RIMRP Director. The RIMRP Director shall be responsible for the direction and coordination of assigned SELRES personnel, management of the Contractor Motivation Program, and liaison with SPAWAR Program Directorates (PDs) in the assignment of officers to Program Manager for Warfare (PMW) offices for AT or special projects. The RIMRP Director shall also serve as the Commanding Officer of the Washington, DC Unit.

b. RIMRP Chief Engineer. The RIMRP Chief Engineer shall be responsible for establishing and maintaining the SPAWAR CVB and definition of the geographic regions of responsibility of each of the five INDUSMOB Units. Geographic regions of responsibility shall nominally be as follows:

- |                         |                     |
|-------------------------|---------------------|
| (1) Washington, DC Unit | Mid-Atlantic Region |
| (2) Providence, RI Unit | Northeast Region    |
| (3) Charlotte, NC Unit  | Southeast Region    |
| (4) Austin, TX Unit     | Southwest Region    |
| (5) San Jose, CA Unit   | Western Region      |

Within these broad guidelines, the RIMRP Chief Engineer shall specifically define the regions of responsibility to balance the workload of the units as the CVB changes over time, and to most effectively utilize the specific talents of the officers assigned to the units.

c. Chief Engineer/Project Manager. The Chief Engineering Project Manager shall serve as the commanding officer of each of the four non-headquarters units and shall be responsible to the Director, RIMRP for the organization and functioning of the RIMRP Teams which they lead.

7. Standards of Conduct Considerations. References (d) and (e) establish policies and procedures regarding the Standards of Conduct. All participants of the SPAWAR RIMRP shall be fully cognizant of references (d) and (e) as they apply to the Navy reservists participation in the program. For many reservists, there is the added dimension of civilian employment interests which may create an apparent or actual conflict of interest or disclosure of nonpublic government or commercial information. Reservists participating in the INDUSMOB program have the real potential for being placed in a position that may result in prohibited conflicts of interest or disclosure of nonpublic government information with regard to either their assigned contractor facility or their normal place or commercial employment. While a reservist assigned to contractor facilities under this program should not be exposed to information that is not publicly available regarding those facilities, the reservist should at all times be aware of the need for avoiding access to nonpublic commercial information, particularly where such access would create a conflict of interest with or impart an unfair competitive advantage to the reservist's normal place of employment. Where access to such information is necessary to accomplish the objectives of the INDUSMOB program, assigned reservists should also notify their superior in the chain of command.

#### 8. Action

a. SPAWAR 09R will provide to the Director, RIMRP, policy guidance and direction for the administration and execution of the command's RIMRP Program, including:

(1) Provide administrative premobilization, and mobilization support to SPAWAR INDUSMOB Units.

(2) Provide SELRES policy guidance for the command as set forth in reference (b).

(3) Act as overall coordinator/manager of SPAWAR RIMRP Program in the absence of the Director, RIMRP.

b. Director RIMRP (09R-R) shall organize and carry out the RIMRP program which

includes:

5

SPAWARINST 1001.4A

5 July 1991

- (1) Provide SPAWAR RIMRP planning and coordination.
  - (2) Manage the Contractor Motivation Program.
  - (3) Establish and maintain an industrial mobilization planning data base on the SPAWAR CVB suppliers listed in enclosure (3).
  - (4) Coordinate RIMRP Team efforts with SPAWAR PDs and PMWs.
  - (5) Coordinate AT/ADT assignments for officers in order to carry out their RIMRP assignments and obtain RIMRP training.
  - (6) Ensure that conflicts of interest, as defined in reference (c), and disclosures of nonpublic government information, as described in reference (d), are avoided.
    - (a) In order to ensure that the requirements of references (c) and (d) are rigidly enforced, all INDUSMOB Unit Reserve Officers assigned mobilization billets that, when mobilized would require completion of a DD Form 1555, should be required to complete the form on an annual basis. In addition, an Officer Qualification Questionnaire will be submitted by all participating personnel prior to RIMRP assignment of reserve officers. The DD Forms 1555 and questionnaires will be reviewed by Director, RIMRP prior to all RIMRP assignments. If a reservist advises of a real or apparent conflict of interest, appropriate action shall be taken, as required, which may include reassignment to other duties or screening from interaction with particular parties. Such action shall not result in any adverse impact on his/her fitness report. The Director, RIMRP will assume this screening responsibility as one of his duties.
    - (b) All INDUSMOB Unit Reserve Officers shall also complete and submit enclosure (4) with their DD Form 1555 and Officer Qualification Questionnaire. No officer may be assigned to the INDUSMOB program unless they have completed enclosure (4).
  - (7) Assist in the implementation and promulgation of Total Quality Leadership within the SPAWAR CVB.
  - (8) Coordinate all INDUSMOB Unit Reserve Billet Training Plans (RBTPs).
  - (9) Provide technical support to individual SPAWAR PDs as requested.
- c. SPAWAR 003-12 shall:

(1) Identify SPAWAR items currently on the Navy IPPL. Coordinate the collection of industrial mobilization data by SPAWAR INDUSMOB Units for these items.

6

SPAWARINST 1001.4A

5 July 1991

(2) Review and analyze all industrial mobilization data collected. Initiate Industrial Preparedness Planning using DD Form 1519 for those items meeting the IPPL selection critical outlined in DOD 4005.3M, Industrial Preparedness Planning Manual, and the Production Base Analysis Program.

d. Program Directors (PDs) shall:

(1) Validate the SPAWAR CVB on a yearly basis (not later than 31 January) and nominate suppliers for addition or removal to the CVB.

(2) Assign designated RIMRP Industrial Liaison Officers to program managers directing development and production efforts with CVB suppliers for training and familiarization, TQL presentations to the contractor and Industrial Mobilization data collection.

e. Program Managers (PMWs) shall:

(1) Provide ongoing opportunities to RIMRP Officers for training and familiarization with CVB contractors.

(2) Support the preparation and presentation of TQL presentations in conjunction with the CMP to contractors on the CVB.

(3) Support Industrial Mobilization data collection efforts for contractors on the CVB.

/s/

R. H. AILES

Rear Admiral, U.S. Navy

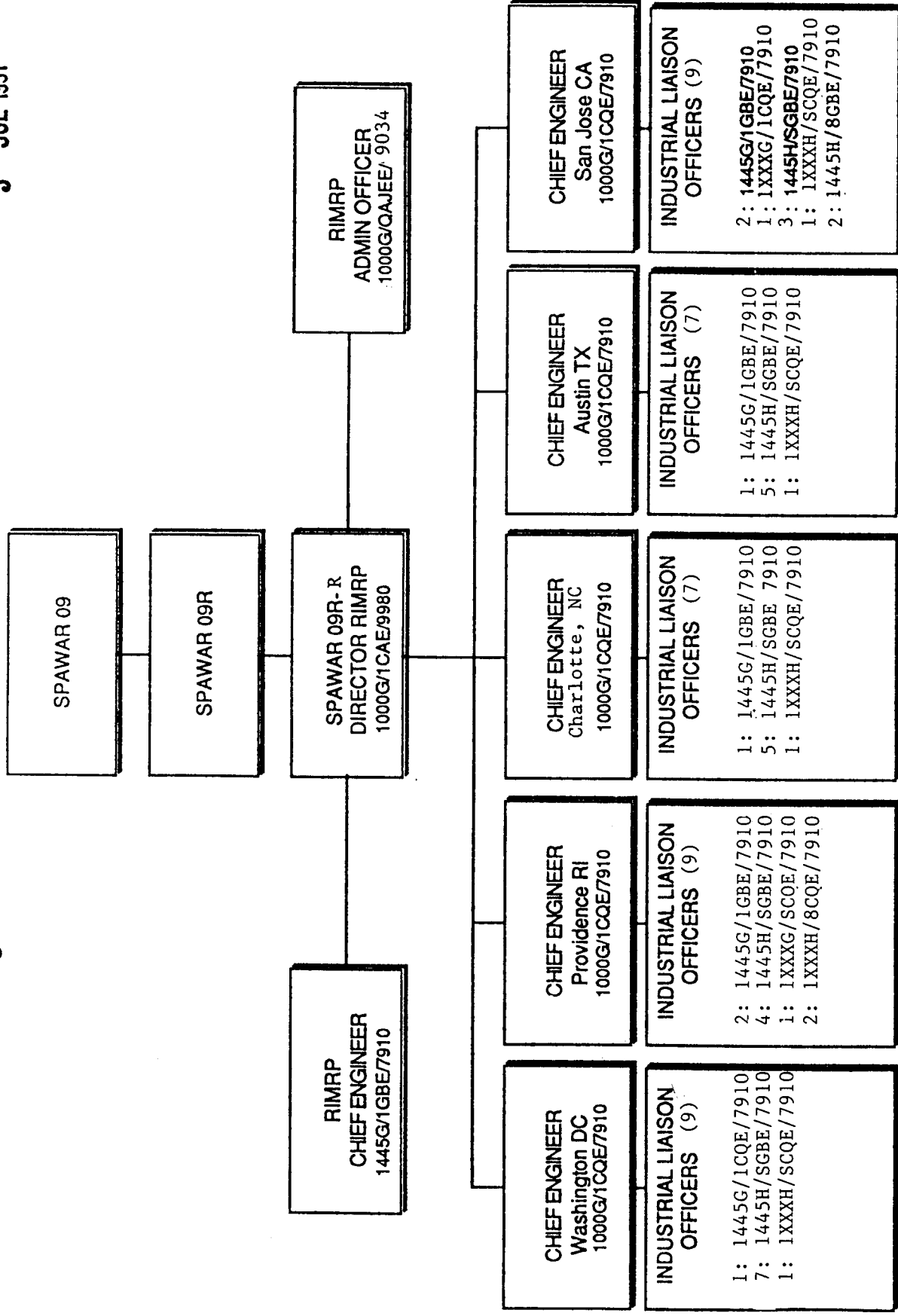
Distribution:  
SPAWAR List 2

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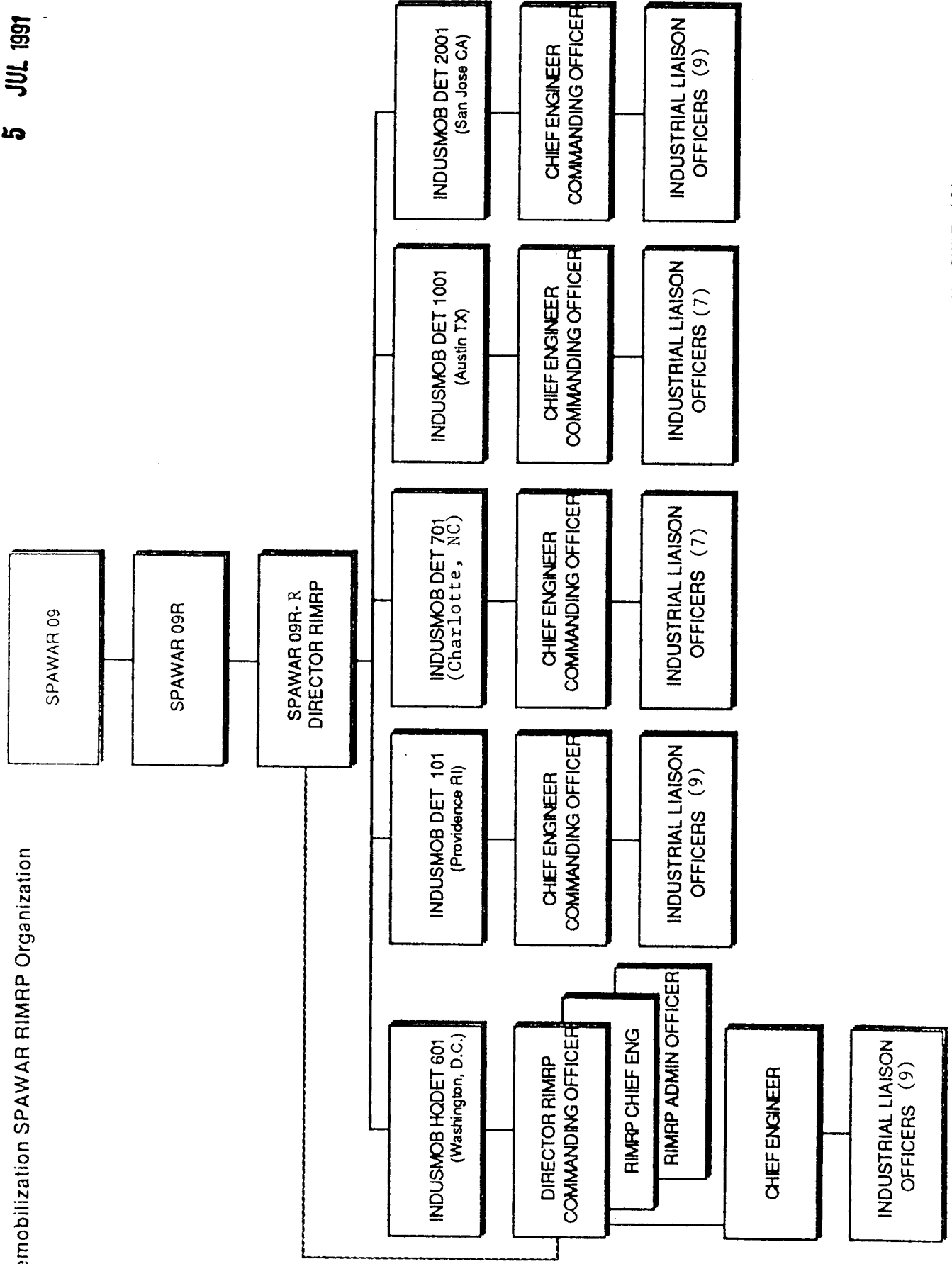
# Mobilization SPAWAR RIMRP Organization

5 JUL 1991



5 JUL 1991

Premobilization SPAWAR RIMRP Organization



5 July 1991

<u>PD</u>	<u>Current Vendor</u>	<u>PMW</u>
40	Digital Equipment Corporation	144
40	E-Systems, MEL-PAR Division	144
40	Engineering Research Associates	144
40	General Electric Aerospace	144
40	Lockheed-Sanders	144
40	Quanta Systems Corporation	144
40	Raytheon Company, Equipment Division	148
50	CASDE Corporation	156
50	Continental Electronics Corp.	152
50	Data Products New England	156
50	DATRON Systems, Inc.	156
50	E-Systems	156
50	E-Systems Communications	152
50	Electrospace Systems, Inc.	156
50	Electrospace Systems, Inc.	152
50	EUCLID Equipment, Inc.	152
50	Frequency Electronics, Inc.	152
50	GTE Government Systems Corp.	152
50	Harris Corporation	152
50	Hazeltine Corp.	153
50	Hughes Aircraft Company	152
50	Marconi Communications Systems Div.	152
50	Mortorola Inc.	156
50	Naval Avionics Center	156
50	New Bedford Panoramex Corp.	156
50	North Atlantic Industries, Inc.	152
50	Raytheon Company	156
50	RF Products Corporation	152
50	Rockwell International Corp.	152
50	Singer Corporation	152
50	Singer Librascope	156
50	Spears Associates, Inc.	153
50	Stanford Telecommunications Inc.	156
50	Stewart-Warner Electronics	152
50	Titan Linkabit	156
50	VALCOM Limited	152

SPAWARINST 1001.4A

5 July 1991

<u>PD</u>	<u>Current Vendor</u>	<u>PMW</u>
60	DELFIN Systems	162
60	Digital Equipment Corp.	161
60	GENISCO Corp.	161
60	Harris Corp.	164
60	Honeywell Federal Systems	164
60	International Research Institute	162
80	AT&T Guilford Center	181
80	ENSCO	182
80	General Electric	184
80	Harris Corp.	182
80	Hughes Aircraft, Ground Systems	182
80	Hydroscience Inc.	182
80	IBM Federal Systems	184
80	Martin Marietta	182
80	National Systems & Research Co.	182
80	SAIC	182
80	Simplex Wire And Cable	181
80	SYSCON Corp.	182
80	TITAN ADS	182

Enclosure (3)

SPAWARINST 1001.4A  
5 July 1991

Statement Concerning Avoiding Conflicts of Interest and Nondisclosure of Nonpublic  
Information

I am familiar with SECNAVINST 5370.2J as well as the Procurement Integrity provisions of the Office of Federal Procurement Policy Act of 1988, 41 U.S.C. 423, as revised by Section 814 of P.L. 101-189, regarding my affirmative duty to avoid both conflicts of interest and disclosure of nonpublic information (both government and commercial) in performing my duties under the SPAWAR Rapid Industrial Mobilization Response Program (RIMRP).

At this time, I am aware of no financial, employment or other personal interests which would conflict with the performance of my assigned duties as a SPAWAR Industrial Mobilization Unit member (INDUSMOB). Should such a conflict arise or appear including these future assignment duties, I will immediately notify my supervisor in the chain of command. I have provided information concerning my current civilian employment and relevant financial interest separately to my commanding officer.

I also understand my obligation, as a INDUSMOB program member, to not disclose proprietary or source selection information to any person not authorized to review such information, and to not divulge or use for unofficial purposes any information, government or commercial, that I learn in the course of performing my duties under the RIMRP.

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Date

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Signature

Enclosure (4)